



County of Los Angeles  
Department of Public Social Services

Bryce Yokomizo  
Director

September 3, 2002

TO: Each Supervisor

FROM: Bryce Yokomizo, Director

**SUBJECT: LONG-TERM FAMILY SELF-SUFFICIENCY (LTFSS) PROJECT #15 -  
EMERGENCY ASSISTANCE TO PREVENT EVICTION**

In accordance with the Board's motion on March 2, 1999 on sole source contracts of \$250,000 or greater, I am informing you of one sole source contract we intend to negotiate. The contract is with the Los Angeles Homeless Services Authority (LAHSA) to implement the Emergency Assistance to Prevent Eviction Project #15 in the Long-Term Family Self-Sufficiency Plan. On June 26, 2002, your Board funded this project with Performance Incentives funds of \$1.5 million for FY 02-03 only.

The purpose of the project is to provide rent and/or utility assistance to eligible CalWORKs families (not exceeding \$1,500 per family) who are at risk of losing their housing because of non-payment.

State regulations allow contracting without competitive solicitation when services are to be rendered by a public agency. As such, LAHSA has the expertise and experience to bring up the needed services expeditiously to help ensure maximum expenditure of the funds by June 30, 2003.

LAHSA's responsibilities will include releasing an RFP for referral agencies (ensuring Countywide coverage) to process and approve applications; reviewing proposals and selecting subcontractors, which may include one referral agency to be the lead to provide technical assistance and training to the other referral agencies; making all disbursements directly to landlords/utility companies; and evaluating the effect of the project on the economic well-being of CalWORKs families.

We will not begin negotiations until the two week notification period has passed.

BY:mq

c: Executive Officer, Board of Supervisors  
Chief Administrative Officer  
County Counsel